PUBLIC NOTICE

MAYOR'S COMMITTEE FOR PEOPLE WITH DISABILITIES

AGENDA 6:30 P.M., February 14, 2010

CITY HALL, CITY HALL CAFETERIA

Newton City Hall, 1000 Commonwealth Avenue, Newton, MA 02459

{6:30 p.m.}

1. **Update:** Update by the Newton Farm Commission on the Angino Farm Renovations.

{6:45 p.m.}

- 2. Action Item: Review and recommendation of FY12 CDBG Access applications
- The Workshop of the Women's Club of Newton Highlands Handicap Accessibility Project (\$14,500)
- Newton Public Buildings Waban Library Automatic Door Opener (\$7,500)
- Newton Public Buildings Accessible Ramp at Carr School/Newton Cultural Center (\$12,500)
- Newton Public Buildings Newton City Hall Accessibility Improvements (\$16,575)

{7:45 p.m.}

3. Minutes: Consideration of the approval of the minutes from the January 10, 2011 meeting of the Mayor's Committee for People with Disabilities.

{7:50 p.m.}

4. Report: Members and public report on any issues of non-compliance in the City which are then forwarded to the Inspectional Services Department.

{8:00 p.m.}

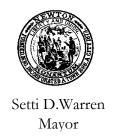
5. Report: Report on CDBG funded access improvements by Community Development staff.

{8:15 p.m.}

6. Other Business: Privacy preferences for contact information.

Next Meetings: March 14, April 11, May 9

The location of this meeting is handicap accessible, and reasonable accommodations will be provided to persons requiring assistance. If you have a special accommodation need, please contact Kathleen Cahill by phone at (617) 796-1125, by email at kcahill@newtonma.gov or via TDD/TTY at (617) 796-1089.



CITY OF NEWTON, MASSACHUSETTS

Department of Planning and Development Mayor's Committee for People with Disabilities *Established 1975*



June 29, 2010

Art Cabral, Acting Public Buildings Commissioner Public Building Department 52 Elliot Street Newton, MA 02461

Re: Angino Farm Barn Renovations Recommendations

Dear Mr. Cabral,

At their June 14 meeting the Mayor's Committee for People with Disabilities reviewed the concept plans for the Angino Barn Renovations. Members of the Mayor's Committee also conducted a site visit on Saturday, June 5 with Kathleen Cahill, Alice Ingerson, and members of the Newton Community Farm (Peter Barrer and Ted Chapman) and Judy Hepburn from the Newton Farm Commission. According to the Community Preservation Committee's February 2, 2010 funding recommendation for the 'Angino Farm Barn – Interior Rehabilitation' the Mayor's Committee was asked to review and submit comments on the project's concept plans. The following are the recommendations of the Mayor's Committee on specific elements of the current concept plan for renovations.

Permeable pavers. During the site visit, members of the Farm Commission stated that permeable pavers were being considered for the driveway and parking area outside the basement entrance of the barn. While permeable pavers conform to the current ADA requirements that surfaces be firm, stable, and slip resistant these pavers can fall under noncompliance if not well-maintained. The development of a maintenance plan, including a financial set-aside, would address these concerns.

Egress. During the site visit there was some discussion about the accessible means of egress from the back of the barn to the driveway and how far from the exit the path needed to be plowed. The Mayor's Committee's recommendation and interpretation of the regulations (CMR 521.20.11) concludes that in order to maintain an accessible means of egress and continuous path of travel from the exit to the public way this path needs to be plowed and the stone dust needs to be maintained appropriately. As with the permeable pavers, the development of a maintenance plan and financial set-aside would address this need.

Accessible Bathrooms. Currently the plan calls for two accessible unisex bathrooms. The Mayor's Committee recommends that one accessible unisex bathroom is located on the basement level and

one accessible unisex bathroom is located on the main floor. The accessible bathroom on the basement floor would provide service to the basement space as well as participants in the learning garden.

Lift. A lift connecting the basement and main floors should be installed. The alternative, using the outdoor accessible pathway from the main floor to the basement floor is not a practical solution, especially considering this creates a very long, unsheltered route.

Demonstration Kitchen. If a demonstration kitchen is installed as part of the renovations the kitchen should also be designed with accessible features. This accessibility could be achieved through adjustable sinks and surfaces or a standard, permanent setup. The Mayor's Committee requests to see the kitchen's design when it has been further defined.

Use of the Loft. If the loft is intended for public use or if the programmatic use of this space is unclear the lift should extend to this floor in order to fulfill accessibility requirements. If the space is intended for employee only use the extension of the lift is less of a priority.

Safety Alarms. It's essential that all new alarms (smoke and carbon monoxide) be accessible to individuals with both auditory and visual disabilities.

The Mayor's Committee strongly recommends that an expertise in accessibility is considered when selecting an architect to design the plans for the renovations. The Mayor's Committee would like a copy of these recommendations to be provided to the Design Selection Committee. The Mayor's Committee also invites Newton Community Farm, Inc. to attend a meeting for additional feedback when the design becomes more definitive.

During the site visit to Angino Farm, members of the Mayor's Committee noticed the lack of accessible bathrooms in addition to difficulty that people with disabilities may have trying to shop at the farmstand. An accessible portable toilet should replace the non-accessible model that is currently located at the Farm. A bell and accompanying signage at the farmstand would help alert staff that assistance was needed by a patron.

The Mayor's Committee would like to commend Newton Community Farm Inc. for their efforts to renovate the Barn and the Farm's programs, such as the Learning Garden, in a way that is inclusive of the entire community. The Committee appreciates having the opportunity to visit the Farm and review the plans.

Sincerely,

Kathleen Cahill Staff Person, Mayor's Committee for People with Disabilities

cc: Alexandra Ananth, Senior Planner
Peter Barrer, Newton Community Farm Inc.
Alice Ingerson, Community Preservation Program Manager
Frank Nichols, Project Engineer

MAYOR'S COMMITTEE FOR PEOPLE WITH DISABILITIES MINUTES

January 10, 2011 City Hall, Rm 209, 6:30 p.m. 1000 Commonwealth Avenue, Newton, Massachusetts 02459

Members Present:

Jane Brown
Rob Caruso, Co-Chair
Lucie Chansky
Jini Fairley
Rosemary Larking
Barbara Lischinsky
Heather Platt
Girard Plante, Co-Chair

Staff Present:

Kathleen Cahill, Community Development Senior Planner Stephanie Gillman, Public Buildings Commissioner

Public:

Sandra Lingley

Regrets:

Jeff Hutter
Jason Rosenberg

R. Caruso called the meeting to order at 6:30 p.m.

Committee members requested that K. Cahill see if the meeting could be relocated from the cafeteria to the second floor.

1. **Discussion:** Stephanie Gillman, Commissioner of the Public Buildings Department, seeking input from the Committee on access improvements in City Hall.

Stephanie Gillman, the Public Buildings Commissioner polled the Committee on their priorities for accessible improvements in City Hall. The following potential improvements were discussed: acoustics in the Aldermanic Chamber and the War Memorial, accessible hardware for all of the doors, an automatic door opener for the accessible entrance, accessible improvements to the bathrooms, creating an accessible entrance on the front of City Hall, wayfinding in the form of tactile arrows and floor markings for the basement, adjusting countertop heights in customer service oriented departments, and an accessible directory.

Ms. Gillman plans to submit an application next month for the available CDBG Access funds that reflect some of the needed accessible improvements that were mentioned.

Following this discussion the Committee received an update from the co-chairs and K. Cahill on the status of the Disabilities Commission. The Board of Aldermen will meet on January 18, 2011 and consider the Mayor's request that the Board of Aldermen accept the Massachusetts General Laws, Chapter 40, section 8J, and establish by ordinance a Commission on Disabilities in the City of Newton. Concurrently, the Mayor's Office will be working with the Law Department to draft a policy on the allocation of handicap parking violations revenue. The Committee would like the formal name of the Commission to be the Newton Disability Commission.

- 2. **Minutes:** Consider approval of the minutes from the December 13, 2010 meeting of the Mayor's Committee for People with Disabilities.
- B. Lischinsky noticed that Sandra Lingley's name was not included among the public in attendance. J. Brown moved that the minutes be approved as amended. L. Chansky seconded the motion and the Board voted 8-0-0 to approve the minutes.
- 3. **Project Report:** CDBG funded access projects including discussion of announcements of available funding for FY12 funds.
- K. Cahill reviewed the current status of projects funded with CDBG Access funds. She also mentioned that the Planning and Development Board recommended approval of the transfer of funds from 'Access Projects TBD' to FY10 Accessible Pedestrian Signals in order to fund the installation of APS at the intersection of Washington Street and Commonwealth Avenue. Once the comment period is over the in early February the work order will be placed for these installations.
- 4. **Report:** Report on Fair Housing Committee from liaison, Girard Plante.
- G. Plante was unable to attend the last Fair Housing Committee meeting. K. Cahill mentioned that Barbara Chandler, the City's consultant hired to complete a systems analysis on accessibility in the City, will release the first draft of her report to the Fair Housing Committee later this month.
- 5. **Discussion and Recommendations:** Consideration of a recommendation for an additional handicap parking space in West Newton Village and a recommendation for the relocation of the existing handicap parking space in Waban Square.

The Committee discussed whether or not a handicap parking space should be located nearby Dunkin Donuts on Washington Street or on the other side of the street by Shing Yee Restaurant. K. Cahill will visit the site, take pictures, and note the current location of the crosswalks in that area.

The Committee also discussed the possibility of relocating the handicap parking space from Windsor Road to a more level, yet central area in the Waban Village. There was a great deal of discussion about the pros and cons of moving the space further up Beacon Street towards Waban Avenue, on Windsor Street across the street from the current location or on Beacon Street across the street from the string of shops and next to the crosswalk. K. Cahill requested that the members who live nearby or others that are able visit the site. She will also complete another site visit to measure the slope of the area on Windsor Street.

7. **Discussion:** Discussion of FY12 priorities for the Committee (such as community education efforts) and webpage updates.

Members discussed the following changes that they would like to make to the Committee's webpage: include links to other agencies that offer services to people with disabilities, elaborate on the mission of the Committee, and list the current members. K. Cahill will work on implementing these changes.

Members are interested in getting involved in ways to increase public awareness and education about obstacles faced by people with disabilities. One suggestion was to connect with college students in Newton. Another idea was to have staff and other members of the public experience what it would be like to have different physical limitations by using a wheelchair. The members are interested in sponsoring a workshop for local business owners on how to increase accessibility in their stores. If a Disabilities Commission is established funding that has been donated to the Commission could be one source for these types of educational efforts.

- **8. Report:** Members and public report on any issues of non-compliance in the City which are then forwarded to the Inspectional Services Department.
 - L. Chansky mentioned that there was snow blocking access to a handicap parking space in Filene's Basement. She also believed that one of the spaces was missing signage. Since her visit to the store was several days ago she indicated that she would check to see if the snow had melted and if the sign had been buried. She will follow-up with K. Cahill if the issues remain.

Meeting adjourned at 8:00 p.m.

Mayor's Committee for People with Disabilities CDBG Access Projects Report February 14, 2011

<u>Accessible Pedestrian Signals</u> (Project CD10-03D. Expended, \$7,818; Budget balance: \$17,995; CD10-03D). <u>Centre St. and Centre Ave</u>. is a priority intersection; however it is on-hold pending a final decision by the Newton Corner Advisory Committee. Installation of APS improvements at <u>Washington St. and Commonwealth Ave</u>. will be completed this winter. Installation of APS at Washington Street by Newton-Wellesley Hospital will begin next spring after curb cut/crosswalk work is completed.

Charlesbank Playground (Project CD0903C. Expended, \$22,872; Budget balance: \$7,125). Phase I includes new play equipment and swings on top of rubberized safety surfacing, a new accessible entrance ramp, accessible benches and picnic tables, and planting of new trees and shrubs. The project is 80% complete – all walkways, new sidewalks and the ramp have been installed as well as the play equipment and the rubberized safety surfacing. Handrails for the ramp still need to be installed and the area needs to be seeded this spring.

<u>Curb Cuts</u> (Project CD1003C, Expended: \$33,503 Budget balance: \$129,326). Five curb cuts were completed at Crafts @ Watertown Street. Traffic Engineer evaluating design for Walnut @ Newtonville and @ Austin Street. Work at Lowell @ Washington will begin this spring.

<u>Retrofitting Curb Cuts</u> (Project CD0903E, Budget balance, \$6,000). A total of 7 locations (Homer Street, Beacon St. @ Dalton, Centre Green @ Langley, 1188 Centre Green, 82 Lincoln Street, 100 Walnut Street, 28 Commonwealth St) (19 curb cuts) were fitted with tactile warnings. Project 100% complete. Awaiting final labor bill from DPW (expected this month!).

Nahanton Accessible Pathway and Handicap Parking Space (CDR09-03, Expended: 15,051; Budget balance: \$7,783)

Project includes retrofitting park for handicap accessibility through the construction of an accessible pathway and the addition of a van accessible parking space. Construction began mid-September. Accessible pathway complete, HP space installed (no striping), water mitigation work still needs to be completed.

<u>Newton Community Service Center – Auditorium Ramp</u> (CD11-03E, Budget balance: 5,000). Construction of an accessible ramp in the auditorium of the organization's Waltham Street location. NCSC reviewing and making changes to schedule of construction internally before agreement is executed.

<u>Historic Newton/The Jackson Homestead – Archives Preservation and Access</u> (CD1103F, Budget balance \$40,000). Construction of an accessible ramp into the entrance of the Jackson Homestead. Design work being finalized.

<u>Project(s)</u> to be <u>Determined</u> (CD1103H, Budget balance \$3,575 – pending transfer). These are unallocated funds reserved for projects recommended for funding by the MCPD on a rolling basis.

NEWTON COMMUNITY DEVELOPMENT BLOCK GRANT Newton Housing and Community Development Program Planning and Development Department

APPLICATION FOR FY12 CDBG ACCESS FUNDING

Application must be completed electronically and submitted with original signature by <u>5 p.m.Wednesday</u>, <u>February 2, 2011</u>

Kathleen Cahill, Senior Planner

Department of Planning and Development

1000 Commonwealth Avenue Newton, MA 02459-1400

kcahill@newtonma.gov (617) 796-1125

Before completing this application please read the document entitled "Important Information on CDBG Access funding."

SECTION 1. PROJECT CONTACTS

Name(s): Millie McMullin (617-527-5400) Anita Roberts (617-965-4224)

Gloria Thompson(617964-2054)

Organization/City Department: The Workshop of the Woman's Club of Newton

Highlands

Mailing address: 72 Columbus Street, Newton Highlands, MA 02461

Phone: please see above

Millie Anita Gloria

Email: mmilmac@aol.com; ararepoet@aol.com; glothompson@verizon.net

SECTION 2. PROJECT OVERVIEW

Project title: Handicap Accessibility Project of the Workshop

Project location (full street address with zip code): 72 Columbus Street, Newton

Highlands, MA 02461

CDBG Access funds requested: \$14,500

Other funds to be used: \$14,500

Total project cost: \$29,000

Project Summary (the project summary should: describe how the project addresses the removal of barriers to access, specify the company, contractor, non-profit, or City department that will complete design work, construction, installation and/or provide materials and explain who will be responsible for maintaining the project). Note: bids in the amount of \$5,000 and over must go through a public bidding process. Projects over \$2,000 are subject to Davis-Bacon Act federally prevailing wages.

- *The Workshop was built in 1927 on land that was donated by Seward Jones, father of two members of the Woman's Club. Renovations were made but none to remove the barriers to give access to people with disabilities.
- *To be handicap accessible, a ramp has to be built from the street to the entrance of the building to service not just the persons with disability but also the elderly. The Club has about 13 members using wheelchairs, walkers or canes at various times and 20 more are elderly.
- *There are two bathrooms that need to be renovated, as well. They are both small. The plan is to make one bigger to accommodate a wheelchair or a walker or other special aid. New floors in the bathrooms need to be installed level to the outside flooring. A New toilet, a new wall mounted sink and faucet and a new 36" wide door frame also are needed to comply with federal, state, or city regulations. The smaller bathroom needs to be upgraded for easy access to the elderly.
- *Paul Gilbert, a contractor from Newton Highlands gave his estimate of the project. Attached is his proposal.
- *Jonathan Feig of Silver Dog, Ltd. is the architect. Attached are the plans.
- *The Workshop of the Woman's Club of Newton Highlands will maintain the finished project.

SECTION 3. PROJECT TIMELINE

Use the table below to provide a project timeline (including proposed start, completion dates, and any other steps):

	Date/Season	Description of Step
Start	1/31/11	Bathroom plans, proposals
construction	It depends on the receipt of the grant	Please see the contractor's date of commencement and substantial completion
Completion		

SECTION 4. PROJECT ACCOMPLISHMENTS

What is the total estimated number of persons to be served by this project?

*There are 53 active and five inactive members. At various times, 13 members come in wheelchairs, walkers, canes or do not come at all to our meetings due to inaccessibility. Around 20 members are elderly (in their 80's) who certainly deserve better access. The Workshop is also used by various groups during the year some of them can definitely use the accessibility. For many years, the Ward 6 Democratic Committee (Rodney Barker is an elected member), and the Newton Highlands Area Council had used the Workshop.

Of that total, what is the total estimated number of elderly persons or adults with severe disabilities that will be served by this project?

*Around 13 members come or wish to come at various times with wheelchairs, walkers and/or canes. Various groups who use the Workshop can also use the project.

SECTION 5. PROJECT BUDGET

Item	CDBG	Other Funds	Source of Other Funds	Total
ramp	\$4,500	\$4,500	The Workshop reserve fund	\$9.000
bathrooms	10,000	10,000	The Workshop reserve fund	20,000
Total CDBG Request	\$14,500			
Total Other Funds		\$14,500		
Grand Total	\$14,500	\$14,500		\$29,000

If any of the "other funds" listed in the above budget have not yet been

Obligated to the project explain what needs to take place for this to happen?

*The other funds have already been voted and obligated to the project.

Has the applicant explored other (internal and/or external) funding sources for this project? If yes, please indicate why CDBG funds would be a better source of funding?

*The Workshop had been looking into the handicap accessible project for a while and we were able to reserve \$14,500.

*The Workshop of the Woman's Club of Newton Highlands' creating accessibility is a good project. It costs a lot to renovate and we explored sources of funding. The CDBG Access Funding was recommended by various people in the City. It provides funds for access projects that "assist in the removal of material or architectural barriers that limit the accessibility of elderly persons or adults with severe disabilities".

*The Workshop strongly believes that it would qualify for the CDBG fund.

SECTION 6. PLANS AND PHOTOGRAPHS

Applications for construction projects must be accompanied by an architect's or engineer's plan – contact staff for more detailed information. The submission of photographs is also encouraged.

*Attached

SECTION 7. PROJECT MANAGER

Name: Gloria Thompson

Title: President, Workshop of the Woman's Club of Newton Highlands

Telephone: 617-964-2054

Email: glothompson@verizon.net

I certify that all information submitted in this application is complete, true, correct, and represents the true intended usage of the funds for which the application is being submitted:

Date: February 1, 2011

Signature

Addendum to Section 4. Project Accomplishments (page4)

*In addition to members and groups who use the Workshop for various events the Workshop also has several activities during the year that are open to the public.

- There are craft workshops during the summer months in preparation to the November Craft Fair at the Hyde Community Center.
- Breakfast with Santa where the children of Newton Highlands, their parents and grandparents and friends come to meet Santa and get busy with various activities.
- There is a Christmas concert from a Wakefield High School who gives a lovely holiday performance.
- A Scholarship luncheon in honor of four High School recipients, bestowed upon by the Woman's Club, with their parents, grandparents and friends.
- Yard/plant and tea room on the Highlands Village Day.
- Lunches/coffee and desserts are also served two times a month where the members come and introduce new friends.

In addition to the members and groups, there are about 300 members of the public, who participate in the above programs.

NEWTON COMMUNITY DEVELOPMENT BLOCK GRANT Newton Housing and Community Development Program Planning and Development Department

APPLICATION FOR FY12 CDBG ACCESS FUNDING

Application must be completed electronically and submitted with original signature by <u>5 p.m.Wednesday</u>, <u>February 2, 2011</u>

Kathleen Cahill, Senior Planner

Department of Planning and Development

1000 Commonwealth Avenue Newton, MA 02459-1400

kcahill@newtonma.gov (617) 796-1125

Before completing this application please read the document entitled "Important Information on CDBG Access funding."

SECTION 1. PROJECT CONTACTS

Name(s): Stephanie Kane Gilman, Building Commissioner, City of Newton Aldermen John Rice, Ward 5, City of Newton

Organization/City Department: City of Newton Public Buildings Department

Mailing address: 52 Elliot St Newton Upper Falls, MA 02464

Phone: 617-796-1600

Email: sqilman@newtonma.gov, jrice@newtonma.gov

SECTION 2. PROJECT OVERVIEW

Project title: Waban Library – Install Automated Door Opener

Project location (full street address with zip code): 1608 Beacon Street,

Waban, MA 02468

CDBG Access funds requested: \$7,500

Other funds to be used:

Total project cost: \$7,500

Project Summary (the project summary should: describe how the project addresses the removal of barriers to access, specify the company, contractor, non-profit, or City department that will complete design work, construction, installation and/or provide materials and explain who will be responsible for maintaining the project). Note: bids in the amount of \$5,000 and over must go through a public bidding process. Projects over \$2,000 are subject to Davis-Bacon Act federally prevailing wages.

The Waban Library, a City of Newton Building, is now being run by the Waban Library Center Non Profit organization.

The Waban Library Center is a not-for-profit, privately funded organization. In addition to providing patrons with a great selection of books, the Waban Library Center offers a wide array of classes, exhibits, and programs. It is staffed by volunteers and fully depends on donations and class registrations to operate.

This project would provide an automatic door opener, including all associated electrical wiring and carpentry, at the main entrance to the library. The estimated cost for this work is \$7,500.

SECTION 3. PROJECT TIMELINE

Use the table below to provide a project timeline (including proposed start, completion dates, and any other steps):

	Date/Season	Description of Step
Start		
	Summer 2011	Schedule contracted exterior door installer for site visit to establish scope and timing of work.
	Summer 2011	Contractor completes all work.
	Summer 2011	Verify work complete and invoices are paid.
Completion	Summer 2011	

SECTION 4. PROJECT ACCOMPLISHMENTS

What is the total estimated number of persons to be served by this project?

During the week 300 people use the Waban Library Center for programs and for use as a library.

Of that total, what is the total estimated number of elderly persons or adults with severe disabilities that will be served by this project?

As use as a library, 30 people per week.

SECTION 5. PROJECT BUDGET

Item	CDBG	Other Funds	Source of Other Funds	Total
Handicap Door Opener	\$2,500			\$2,500
Associated wiring and carpentry	\$5,000			\$5,000
Total CDBG Request	\$7,500			
Total Other Funds				
Grand Total	\$7,500			

If any of the "other funds" listed in the above budget have not yet been obligated to the project explain what needs to take place for this to happen?

Has the applicant explored other (internal and/or external) funding sources for this project? If yes, please indicate why CDBG funds would be a better source of funding?

SECTION 6. PLANS AND PHOTOGRAPHS

Applications for construction projects must be accompanied by an architect's or engineer's plan – contact staff for more detailed information. The submission of photographs is also encouraged.



Waban Library existing walkway

SECTION 7. PROJECT MANAGER

Name: Joshua Mor	rse
------------------	-----

Title: Facilities and Operations Supervisor

Telephone: 617-796-1600

Email: <u>jmorse@newtonma.gov</u>

I certify that all information submitted in this application is complete, true, correct, and represents the true intended usage of the funds for which the application is being submitted:

	John Rice	2/3/11
Signature		Date

NEWTON COMMUNITY DEVELOPMENT BLOCK GRANT Newton Housing and Community Development Program Planning and Development Department

APPLICATION FOR FY12 CDBG ACCESS FUNDING

Application must be completed electronically and submitted with original signature by <u>5 p.m.Wednesday</u>, <u>February 2</u>, <u>2011</u>

Kathleen Cahill, Senior Planner

Department of Planning and Development

1000 Commonwealth Avenue Newton, MA 02459-1400

kcahill@newtonma.gov (617) 796-1125

Before completing this application please read the document entitled "Important Information on CDBG Access funding."

SECTION 1. PROJECT CONTACTS

Name(s): Stephanie Kane Gilman

Linda Plaut, Newton Cultural Center

Organization/City Department: Newton Public Buildings Department

Mailing address: 52 Elliot Street, Newton Highlands

Phone: 617-796-1600

Email: sqilman@newtonma.gov

SECTION 2. PROJECT OVERVIEW

Project title: Design of New Handicapped Ramp at Carr School/Newton Cultural

Center

Project location (full street address with zip code): 225 Nevada Street, Newton,

MA 02460

CDBG Access funds requested: \$12,500

Other funds to be used:

Total project cost: \$12,500

Project Summary (the project summary should: describe how the project addresses the removal of barriers to access, specify the company, contractor, non-profit, or City department that will complete design work, construction, installation and/or provide materials and explain who will be responsible for maintaining the project). Note: bids in the amount of \$5,000 and over must go through a public bidding process. Projects over \$2,000 are subject to Davis-Bacon Act federally prevailing wages.

Daily, the Newton Cultural Center is visited by adults and children who are in wheelchairs or who can not navigate the five outside steps into the primary public entrance of the building. The current ramp has two holes that have been casually covered with plywood, a solution that only impedes access because of the height of the covering.

Even without the holes, the ramp is not accessible and would require at the very minimum re-grading of the thresholds. From the sidewalk at the beginning of the ramp, there is a one inch lip, and again, into the building there is another one inch lip.

As the ramp exists now, the ramp provides no access into the building for individuals with mobility issues.

This project would provide funding to hire one of the City's "On-Call" Architects to design a fully compliant ramp for the Carr School/Newton Cultural Center. Construction of the ramp would then be part of the next CIP and CDBG funding cycle.

SECTION 3. PROJECT TIMELINE

Use the table below to provide a project timeline (including proposed start, completion dates, and any other steps):

	Date/Season	Description of Step
Start	4/2011	Select "On-Call" Architect to design a new ramp for the building.
	7/2011	Review of design and construction estimate with appropriate City departments and committees.
	8/2011	Accept final design and estimate.
	8/2001	Pay invoice.
Completion	8/2011	

SECTION 4. PROJECT ACCOMPLISHMENTS

What is the total estimated number of persons to be served by this project? Potentially more than 3000 individuals with disabilities in the City of Newton.

Of that total, what is the total estimated number of elderly persons or adults with severe disabilities that will be served by this project? Same as above.

SECTION 5. PROJECT BUDGET

Item	CDBG	Other Funds	Source of Other Funds	Total
Design Services for New Ramp	\$12,500			
Total CDBG Request	\$12,500			
Total Other Funds				
Grand Total	\$12,500			

If any of the "other funds" listed in the above budget have not yet been obligated to the project explain what needs to take place for this to happen?

Has the applicant explored other (internal and/or external) funding sources for this project? If yes, please indicate why CDBG funds would be a better source of funding?

SECTION 6. PLANS AND PHOTOGRAPHS

SECTION 7. PROJECT MANAGER

Applications for construction projects must be accompanied by an architect's or engineer's plan – contact staff for more detailed information. The submission of photographs is also encouraged.

Drawings will be submitted with application for construction funds.

Name: Arthur Cabral	
Title: Budget and Project Specialist	
Telephone: 617-796-1600	
Email: acabral@newtonma.gov	
I certify that all information submitted in correct, and represents the true intended application is being submitted:	• • • • • • • • • • • • • • • • • • • •
Signature	 Date

NEWTON COMMUNITY DEVELOPMENT BLOCK GRANT Newton Housing and Community Development Program Planning and Development Department

APPLICATION FOR FY12 CDBG ACCESS FUNDING

Application must be completed electronically and submitted with original signature by <u>5 p.m.Wednesday</u>, <u>February 2, 2011</u>

Kathleen Cahill, Senior Planner

Department of Planning and Development

1000 Commonwealth Avenue Newton, MA 02459-1400

kcahill@newtonma.gov (617) 796-1125

Before completing this application please read the document entitled "Important Information on CDBG Access funding."

SECTION 1. PROJECT CONTACTS

Name(s): Stephanie Kane Gilman

Organization/City Department: Public Buildings Department

Mailing address: 52 Elliot Street, Newton Highlands, MA 02461

Phone: 617-796-1600

Email: sgilman@newtonma.gov

SECTION 2. PROJECT OVERVIEW

Project title: Newton City Hall Accessibility Improvements

Project location (full street address with zip code): 1000 Commonwealth

Avenue, Newton, MA 02459

CDBG Access funds requested: \$16,575

Other funds to be used:

Total project cost: \$16,575

Project Summary (the project summary should: describe how the project addresses the removal of barriers to access, specify the company, contractor, non-profit, or City department that will complete design work, construction,

installation and/or provide materials and explain who will be responsible for maintaining the project). Note: bids in the amount of \$5,000 and over must go through a public bidding process. Projects over \$2,000 are subject to Davis-Bacon Act federally prevailing wages.

Newton City Hall Accessibility Improvements

This project has a number of components that will significantly improve accessibility at Newton City Hall. The City of Newton Public Buildings Department will complete all work.

- 1. **Lever Style Door Hardware** for all department main entrance doors and all public meeting rooms. The existing non-compliant hardware has been modified with the addition of plastic handles that do not always function properly, and sometimes make it more difficult to open doors. Hardware will be purchased through the Public Buildings Department and installed by City Carpenters.
- 2. **Signage** Additional accessible signage is needed for way-finding from the accessible entrance and elevator areas, as well as for public meeting spaces and various departments. Design and location of all building directory and room signage will be coordinated through the Public Buildings Department and will be installed by City Craftsmen.
- 3. **Re-route Downspout** Currently a downspout on the Homer Street side of City Hall dispenses rain water across a walkway along the side of the building. This area freezes in the cold weather and creates a problem for people in wheelchairs trying to use the accessible entrance to the building. To remedy this situation, the Public Buildings Department would purchase supplies to re-route the downspout away from this area. The work would be completed by City Craftsmen.
- 4. **Accessible Seating & Podium in Board of Aldermen Chamber** There is currently no designated accessible seating area in the chamber, nor is there a way for a person in a wheelchair to move to a podium to speak to the Board. To remedy this situation, the seating in the chamber will be modified by City Craftsmen to create an accessible seating area and an accessible pathway to a new accessible podium.

SECTION 3. PROJECT TIMELINE

Use the table below to provide a project timeline (including proposed start, completion dates, and any other steps):

	Date/Season	Description of Step
Start	3/2011	- Assemble list of needed supplies and materials and place orders. Solicit quotes as required.
	4/2011	Install door hardware.Re-route downspout.Design & get quotes for signage.Get quotes and order podium.
	5/2011	- Install signage.
	6/2011-7/2011	- Modify Chamber seating and install podium after last Board session.
	8/2011	- Verify all work complete and invoices paid.
Completion	8/2011	

SECTION 4. PROJECT ACCOMPLISHMENTS

What is the total estimated number of persons to be served by this project? Potentially more than 3000 people with disabilities in the City of Newton.

Of that total, what is the total estimated number of elderly persons or adults with severe disabilities that will be served by this project? Same as above.

SECTION 5. PROJECT BUDGET

Item	CDBG	Other Funds	Source of Other Funds	Total
Accessible Door Hardware	\$7,250			
Accessible Signage	\$4,900			
Rerouted Downspout	\$1,700			
Accessible Podium	\$1,600			
Modify Seating	\$1,125			
Total CDBG Request	\$16,575			
Total Other Funds				
Grand Total				\$16,575

If any of the "other funds" listed in the above budget have not yet been obligated to the project explain what needs to take place for this to happen?

Has the applicant explored other (internal and/or external) funding sources for this project? If yes, please indicate why CDBG funds would be a better source of funding? The City is supporting this work by providing the labor to complete the project.

SECTION 6. PLANS AND PHOTOGRAPHS

Applications for construction projects must be accompanied by an architect's or engineer's plan – contact staff for more detailed information. The submission of photographs is also encouraged.

SECTION 7. PROJECT MANAGER

Name: Joshua Morse	
Title: Facilities and Operations Superviso	or
Telephone: 617-796-1600	
Email: jmorse@newtonma.gov	
I certify that all information submitted in correct, and represents the true intended application is being submitted:	··
Signature	Date